

## **AGENDA**

### **COMMITTEE ON LANDS AND BUILDINGS**

**February 16, 2021**

**Aldermen Shaw, Levasseur  
Cavanaugh, Hirschman, Long**

**6:30 p.m.**

**Online Virtual Meeting  
Call +1 (571) 317-3112 and enter  
Access Code: 905-763-677  
when prompted**

1. Chairman Shaw calls the meeting to order.
2. Due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Committee is authorized to meet electronically.
3. The Clerk calls the roll.
4. Communications from Brenda Masewic-Adams, Tax Collector, and Robert Gagne, Assessor, regarding City-owned tax deeded parcels scheduled for auction on March 3, 2021.  
**If the Committee so desires, a motion would be in order to accept the minimum bid recommendations from the Assessor (sent under separate cover).**
5. Communication from Jon Donovan, Office of Youth Services Director, and Denise van Zanten, Library Director, regarding the relocation of the OYS to the West Branch of the Library.  
**Ladies and Gentlemen, what is your pleasure?**

6. Communication from Hunter Morris regarding the purchase of 521 Maple Street.  
*(Note: This property was already declared surplus by the committee on 10/29/2019; attached are responses from the Planning & Community Development Department and Assessor's Office.)*  
**If the Committee so desires, a motion would be in order to direct the Tax Collector to work with a real estate broker to market 521 Maple Street.**

#### **TABLED ITEMS**

*(A motion is in order to remove any item from the table.)*

7. Communication from Brenda Masewic-Adams, Tax Collector, requesting authorization for the Mayor to sign the purchase and sales agreement for 2 Bethel Court (with addendum) and for the Solicitor to conduct the sale.  
*(Note: Attached is a communication from the Tax Collector informing the committee that **Mr. Duperron has withdrawn his offer to purchase the property.**)*
8. If there is no further business, a motion is in order to adjourn.

Brenda Masewic Adams, CTC  
Tax Collector



Laura Mills  
Deputy Tax Collector

## **CITY OF MANCHESTER TAX COLLECTOR**

### **Memorandum**

**DATE:** January 27, 2021

**TO:** Committee on Lands & Buildings

**FROM:** Brenda Masewic Adams, Tax Collector

**RE:** **TAX DEEDED PROPERTY AUCTION**

**AUCTION DATE:** Wednesday, March 3, 2021

**PLACE:** On-Site Auction

**AUCTIONEER:** JAMES ST. JEAN AUCTIONEERS

#### **PROPERTIES TO BE DISPOSED BY PUBLIC AUCTION**

#### **Status**

72 CLAIRE ST	MAP/LOT- 0921/0014	(vacant)
93 WESTCHESTER WAY #4	MAP/LOT- 0645B/0183	(vacant)

All prior owners and mortgagees have been notified of their rights to repurchase prior to disposal as required by RSA 80:89.

Since the disposal is within the 3 year period of the prior owner (s) right to repurchase, any excess proceeds from the sale must be issued to the individual (s) or entity as recorded at the time of the tax deed execution or submitted to the Superior Court for distribution (RSA 80:88).

Respectfully,

  
Brenda Masewic Adams

Tax Collector

**AUCTION DATE: WEDNESDAY, MARCH 03, 2021**

<u>PRIOR OWNER/S</u>	<u>NOTATIONS</u>	<u>PROPERTY ADDRESS</u>	<u>MAP/LOT</u>	<u>DEED DATE</u>	<u>DEED RECORDED</u>	<u>BOOK/PAGE</u>	<u>Approx. Bal Due Until Disposal</u>	<u>AUCTION DATE &amp; TIME</u>	<u>L&amp;B &amp; BMA MTG FOR APPRVL</u>	<u>Closing Deadline</u>
RICHARD & NANCY COSTELLO	DETACHED CONDO	93 WESTCHESTER WAY UNIT #4	0645B/0183	12/5/2019	12/9/2019	9240/2977	\$125,000	3/03/21 @3pm	3/16/2021	12n @4/16/21
JAMES A. SACK	SINGLE FAM	72 CLAIRE ST	0921/0014	12/5/2019	12/9/2019	9240/2975	\$32,000	3/03/21 @4pm	3/16/2021	12n @4/16/21

**\*TOTAL \$157,000**

\*Balance approx. due to impending expenses until disposal





## CITY OF MANCHESTER Board of Assessors

One City Hall Plaza, West Wing  
Manchester, New Hampshire 03101  
Tel: (603) 624-6520 – Fax: (603) 628-6288  
Email: [assessors@ci.manchester.nh.us](mailto:assessors@ci.manchester.nh.us)  
Web: [www.ManchesterNH.Gov](http://www.ManchesterNH.Gov)



Robert J. Gagne, Chairman  
Michael W. Hurley

Lisa Turner  
Assistant to Assessors

To: Barbara Shaw, Committee on Lands & Buildings  
From: Board of Assessors  
Date: February 1, 2021  
Re: City Owned Tax Deeded Parcels Scheduled for Auction in March 2021  
Request to Value Property

The Assessors have completed an analysis of the estimated market value of the above-referenced properties. The following is a summary of important facts and the value estimate:

Property Location	Two parcels / List attached
Assessors Map/Lot	Two parcels / List attached
Property Owner	City of Manchester
Deed Book/Page	Various (2 parcels)
Date Acquired	Acquired December 2019 / Tax deeded parcels
Improved/Vacant	List attached
Total Land Area	List attached
Current Zoning	Various (2 parcels)
Overlay District	N/A
Easements / Restrictions	None known
Estimated Value	To be disclosed in non-public session (RSA 91-A:3 II(d))
Comments	Two tax deeded parcels scheduled for auction. Recommend discussion of value in non-public session (RSA 91-A:3 II(d)).

Respectfully,

Robert J. Gagne, CNHA, NHCG  
Chairman

# Parcel Descriptions

Location	Map/Lot	Description
72 Claire St	921/14	Single family Ranch style house built in the 1950's / Poor condition
93 Westchester Wy Unit #4 The Talons at Radburn	645B/183	Detached Condo, Ranch style, Built in 2002, Avg Cond.

Property Location 72 CLAIRE ST  
Vision ID 29419

Account # 16829802

Map ID 0921//0014//  
Bldg # 1

Bldg Name  
Sec # 1 of 1 Card # 1 of 1

State Use 1010  
Print Date 01-29-2021 4:08:49 P

CURRENT OWNER		TOPO	UTILITIES	STRT / ROAD	LOCATION	CURRENT ASSESSMENT				<div>2017</div> <div>MANCHESTER, NH</div> <div>VISION</div>							
CITY OF MANCHESTER TAX COLL  1 CITY HALL PLAZA  MANCHESTER NH 03101		1 Suitable	2 Public Water	1 Paved	1 Urban	Description	Code	Appraised	Assessed								
		1 Level	3 Public Sewer	5 Curb & Gutter		RESIDENTL	1010	90,200	90,200								
		7 Electric				RES LAND	1010	64,600	64,600								
		SUPPLEMENTAL DATA				RESIDENTL	1010	900	900								
		Alt Prcl ID Land Adjus NO Voided NO Total SF 7056 Zone Frontage/D No GIS ID 921-14				RAD OR C CAD = 752 Callback Lt Sketch Not Land Class R Parcel Zip 03103-2338 Assoc Pid#											
						Total		155,700	155,700								
RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	Q/U	V/I	SALE PRICE	VC	PREVIOUS ASSESSMENTS (HISTORY)									
CITY OF MANCHESTER TAX COLL		9240	2975	12-06-2019	U	I	3,700	35	Year	Code	Assessed	Year	Code	Assessed V	Year	Code	Assessed
SACK, JAMES A		8437	1564	05-22-2012	U	I	4,000	38	2020	1010	90,200	2019	1010	90,200	2018	1010	90,200
PRINCE, LOUISE A		5471	1484	09-15-1993	U	V	68,500	04		1010	64,600		1010	64,600		1010	64,600
VIVIERS, NORRIS		5471	1483	08-30-1993	U		4,000	04		1010	900		1010	900		1010	900
VIVIERS, NORRIS		5445	0727	06-21-1993	U		25,000	04									
		Total							155700		Total		155700		Total		155700
EXEMPTIONS				OTHER ASSESSMENTS				This signature acknowledges a visit by a Data Collector or Assessor									
Year	Code	Description	Amount	Code	Description	Number	Amount	Comm Int									
Total			0.00														
ASSESSING NEIGHBORHOOD										APPRAISED VALUE SUMMARY							
Nbhd	Nbhd Name		B	Tracing		Batch				Appraised Bldg. Value (Card)				90,200			
400										Appraised Xf (B) Value (Bldg)				0			
										Appraised Ob (B) Value (Bldg)				900			
										Appraised Land Value (Bldg)				64,600			
										Special Land Value				0			
										Total Appraised Parcel Value				155,700			
										Valuation Method				C			
										Total Appraised Parcel Value				155,700			
BUILDING PERMIT RECORD										VISIT / CHANGE HISTORY							
Permit Id	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments		Date	Id	Type	Is	Cd	Purpost/Result		
										06-08-2005	KM			07	Meas/Info@Dr		
										03-01-2001	DD			02	2nd Visit Not Home		
										02-08-2001	DD			01	Meas/Int Estimate		
										02-28-1991				20	Sale Inspection		
										02-14-1991				01	Meas/Int Estimate		
										02-08-1991				01	Meas/Int Estimate		
LAND LINE VALUATION SECTION																	
B	Use Code	Description	Zone	Land Type	Land Units	Unit Price	I. Factor	Site Index	Cond.	Nbhd.	Nbhd. Adj	Notes		Location Adjustment		Adj Unit P	Land Value
1	1010	SINGLE FAM			7,056 SF	9.16	1.00000	1	1.00	400	1.000				1.0000	9.16	64,600
Total Card Land Units					0.162 AC	Parcel Total Land Area					0.1620	Total Land Value					64,600

Property Location 72 CLAIRE ST  
Vision ID 29419

Account # 16829802

Map ID 0921//0014//  
Bldg # 1

Bldg Name  
Sec # 1 of 1

Card # 1 of 1

State Use 1010  
Print Date 01-29-2021 4:08:50 P

CONSTRUCTION DETAIL						CONSTRUCTION DETAIL (CONTINUED)					
Element		Cd	Description			Element		Cd	Description		
Style:	01		Ranch								
Model:	01		Residential								
Grade:	03		Average								
Stories:	1		1 Story								
Occupancy	1					CONDO DATA					
Exterior Wall 1	25		Vinyl Siding			Parcel Id			C		Owne
Exterior Wall 2									B		S
Roof Structure:	03		Gable/Hip			Adjust Type		Code	Description		Factor%
Roof Cover	03		Asphalt			Condo Flr					
Interior Wall 1	05		Drywall			Condo Unit					
Interior Wall 2						COST / MARKET VALUATION					
Interior Flr 1	14		Carpet			Building Value New				132,605	
Interior Flr 2											
Heat Fuel	02		Oil			Year Built				1956	
Heat Type:	04		Forced Hot Air			Effective Year Built				1984	
AC Type:	03		Central Air			Depreciation Code				AV	
Total Bedrooms	03		3 Bedrooms			Remodel Rating					
Total Bthrms:	1					Year Remodeled					
Total Half Baths	0					Depreciation %				32	
Total Xtra Fixtrs						Functional Obsol				0	
Total Rooms:	5					External Obsol				0	
Bath Style:	02		Average			Trend Factor				1	
Kitchen Style:	02		Average			Condition					
MHP						Condition %					
						Percent Good				68	
						RCNLD				90,200	
						Dep % Ovr					
						Dep Ovr Comment					
						Misc Imp Ovr					
						Misc Imp Ovr Comment					
						Cost to Cure Ovr					
						Cost to Cure Ovr Comment					
OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)											
Code	Description	L/B	Units	Unit Price	Yr Blt	Cond. Cd	% Gd	Grade	Grade Adj.	Appr. Value	
SHD1	SHED FRAME	L	120	12.00	2016		50		0.00	700	
PAT1	PATIO-AVG	L	72	9.00	2016		30		0.00	200	
BUILDING SUB-AREA SUMMARY SECTION											
Code	Description			Living Area	Floor Area	Eff Area	Unit Cost	Undeprec Value			
BAS	First Floor			904	904	904	124.39	112,453			
UBM	Basement, Unfinished			0	808	162	24.94	20,152			
Ttl Gross Liv / Lease Area				904	1,712	1,066		132,605			

Property Location 93 WESTCHESTER WY #4  
Vision ID 127165 Account #

Map ID 0645/B / 0183/ /  
Bldg # 1

Bldg Name  
Sec # 1 of 1 Card # 1 of 1

State Use 1020  
Print Date 01-29-2021 4:09:51 P

CURRENT OWNER				TOPO	UTILITIES	STRT / ROAD	LOCATION	CURRENT ASSESSMENT				2017 MANCHESTER, NH  <b>VISION</b>							
CITY OF MANCHESTER TAX COLL								Description	Code	Appraised	Assessed								
1 CITY HALL PLAZA								RESIDNTL	1020	192,800	192,800								
MANCHESTER NH 03101				<b>SUPPLEMENTAL DATA</b> Alt Prcl ID Land Adjus Voided NO Total SF 0 Zone Frontage/D GIS ID 645B-183				RAD OR C 700 Callback Lt Sketch Not Land Class Parcel Zip 03104 Assoc Pid#											
								Total				192,800	192,800						
RECORD OF OWNERSHIP				BK-VOL/PAGE	SALE DATE	Q/U	V/I	SALE PRICE	VC	PREVIOUS ASSESSMENTS (HISTORY)									
CITY OF MANCHESTER TAX COLL				9240	2977	12-06-2019	U	I	62,600	41	Year	Code	Assessed	Year	Code	Assessed V	Year	Code	Assessed
COSTELLO, NANCY E				0000	0000	10-22-2018	U	I	0	38	2020	1020	192,800	2019	1020	192,800	2018	1020	192,800
COSTELLO, RICHARD H				6625	2078	04-30-2002	U	I	219,900	00									
PINKERTON HILLS DEVELOPMNT CO				0	0	05-11-2001			0										
								Total				192800	Total	192800	Total	192800			
EXEMPTIONS				OTHER ASSESSMENTS				This signature acknowledges a visit by a Data Collector or Assessor											
Year	Code	Description		Amount	Code	Description	Number	Amount	Comm Int										
Total				0.00															
ASSESSING NEIGHBORHOOD										APPRAISED VALUE SUMMARY									
Nbhd	Nbhd Name			B	Tracing			Batch			Appraised Bldg. Value (Card)				192,800				
310											Appraised Xf (B) Value (Bldg)				0				
										Appraised Ob (B) Value (Bldg)				0					
										Appraised Land Value (Bldg)				0					
										Special Land Value				0					
										Total Appraised Parcel Value				192,800					
										Valuation Method				C					
										Total Appraised Parcel Value				192,800					
BUILDING PERMIT RECORD										VISIT / CHANGE HISTORY									
Permit Id	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments		Date	Id	Type	Is	Cd	Purpost/Result				
										04-13-2006	KM			00	Meas & Int Insp.				
										09-13-2005	BB			02	2nd Visit Not Home				
										09-13-2005	BB			01	Meas/Int Estimate				
LAND LINE VALUATION SECTION																			
B	Use Code	Description	Zone	Land Type	Land Units	Unit Price	I. Factor	Site Index	Cond.	Nbhd.	Nbhd. Adj	Notes		Location Adjustment	Adj Unit P	Land Value			
1	1020	CONDO MDL-0			0 SF	0	1.00000	1	1.00	310	1.150			0.0000	0	0			
Total Card Land Units					0 AC	Parcel Total Land Area					0.0000	Total Land Value					0		

A black and white photograph of a single-story house with a gabled roof. The house features a large two-car garage on the left side and a front porch with a door and a window. The roof has a decorative vent in the gable. The house is surrounded by trees and a driveway.

Lands and Buildings Committee  
One City Hall Plaza  
Manchester, New Hampshire 03101

February 1, 2021

Dear Madam Chair,

The Office of Youth Services' lease for our current office space will expire on June 30, 2021. Given this circumstance I was approached by Library Director, Denise van Zanten, this past summer about developing a plan that will mutually benefit both the Office of Youth Services and the Library Department by sharing space at the Branch Library building.

The Library and OYS have regularly partnered on mutual programs for the benefit of our community. With this established partnership the Library Director has suggested that some space at the Branch Library could be repurposed to house the Office of Youth Services and provide expanded access to library services on the west side at the same time. Director van Zanten and I have the approval of the Library Trustees to develop this plan and the Mayor has also given her permission to explore the efficacy of this plan further and recommended we address it with this committee

The space allocated to the Office of Youth Services provides for offices, communal staff space and for the development of a community space that the Library and OYS can use for programming to assist the youth in our city. Phase one of this plan creates the office space for OYS to move in and the estimated minimum cost to relocate is \$22,000 and funding has been identified within the current operational OYS budget. Phase one can be completed in approximately three months' time. Phase two of the project, which could be funded under CIP or with grants, creates the shared community space on the main floor of the branch library and can be completed at a later date. This plan allows the library to provide more service hours at the branch with their current staffing levels and enables them to expand programming space in the building. Our proposal has been discussed with both the City's Facility Division and Information Systems and they assisted with the cost analysis.

This potential space sharing proposal will result in cost savings for the city going forward as the Office of Youth Services will once again be housed in a city building and not be paying rent or additional networking connection needs.

Denise and I would appreciate the opportunity to discuss the cost savings of \$26,400 in the OYS budget going forward and the benefits to both of our departments in more detail. We will be in attendance at your next meeting to address any questions the committee may have. In preparation for that discussion

we have included the estimated costs of the project for each phase, floor plans of the building and a draft of a Memorandum of Understanding.

Respectfully,

*Jon Donovan*

Jon Donovan  
Director, Youth Services

*Denise M. van Zanten*

Denise M. van Zanten  
Library Director

Enc.

cc: Honorable Mayor Joyce Craig  
Library Board of Trustees  
Alderman Will Stewart, Aldermanic Liaison Library



## **MEMORANDUM OF UNDERSTANDING**

MEMORANDUM OF UNDERSTANDING (MOU) made this \_\_ day of \_\_\_\_\_, 2021 by and between the City of Manchester, Office of Youth Services (OYS) and the City of Manchester Library, (together, the Parties).

WHEREAS, The Manchester City Library has a Branch building located at 76 North Main Street (Building) that has the room to offer space to the City's Office of Youth Services; and

WHEREAS, It is the Library Director and Office of Youth Services Director's intent to allow OYS to be housed in a building that is on the city's network and security systems, rather than in rented private space; and

WHEREAS, The Library Trustees have the full authority over Library buildings in the City of Manchester and as such need an agreement with the City to allow this shared use of space.

NOW THEREFORE, the Library Trustees hereby grants the OYS use of space within the Building all upon and subject to the following terms, provisions, covenants and conditions, to wit:

### **1. TERM.**

The Term of this MOU shall be effective July 1, 2021 and shall expire on July 30, 2026. A subsequent MOU may be issued, upon renegotiated terms and with all required approvals, for an additional term(s) not to exceed 5 years in any one term period. Notwithstanding the above provisions of this Section 1, this MOU may be terminated by either party upon 3 months written notice to the opposing party. Upon termination, any space occupied by OYS shall revert to Library use.

### **2. USE.**

OYS staff will have access to their area and shared spaces both during and outside the Building's Library operational hours. OYS and the Library Director will agree to set operational hours as needed for the efficient operation of the Parties. The Parties agree to abide by all Library and City rules and regulations and will respect the confidential nature of client interactions and designated spaces. The Parties agree to maintain shared communal spaces such as restrooms, lunch areas, and meeting areas in a cleanly and respectful manner.

### **3. MAINTENANCE, REPAIR, AND RENOVATION OF BUILDING.**

Library Management will oversee maintenance of the Building. OYS staff will report any maintenance and repair issues to Library Management in a timely manner. OYS shall not make any renovations or add any fixtures to the Building without written approval of the Library Trustees.

4. UTILITIES, PHONES, AND INTERNET.

The Library will pay for electric and gas services for the Building based upon agreed operational hours for the first year. After the first year, the Parties will evaluate the impact of additional operating hours on the cost of electricity and gas. OYS will pay the cost of any significant additional costs of electricity and gas for the remainder of the term of this MOU, price to be negotiated by the Parties in good faith. OYS will pay for their phones and additional internet lines as needed. Library staff and attendant public networks shall be maintained separately from those of OYS.

5. NONASSIGNABILITY.

OYS may not, under any circumstances whatsoever, assign its rights under this MOU to another party nor allow the use of any part of the Building by another party.

6. NOTICES.

All notices provided for in this MOU shall be in writing and sent by interoffice or regular mail, addressed as follows:

If to the OYS:

If to the Library: Manchester City Library, 405 Pine Street, Manchester, NH 03104,  
ATTN: Library Director

IN WITNESS WHEREOF, this Memorandum of Understanding has been entered into as of the date first above written, and executed in multiple counterparts by the respective officers of the Parties hereto, thereunto duly authorized.

CITY OF MANCHESTER  
OFFICE OF YOUTH SERVICES

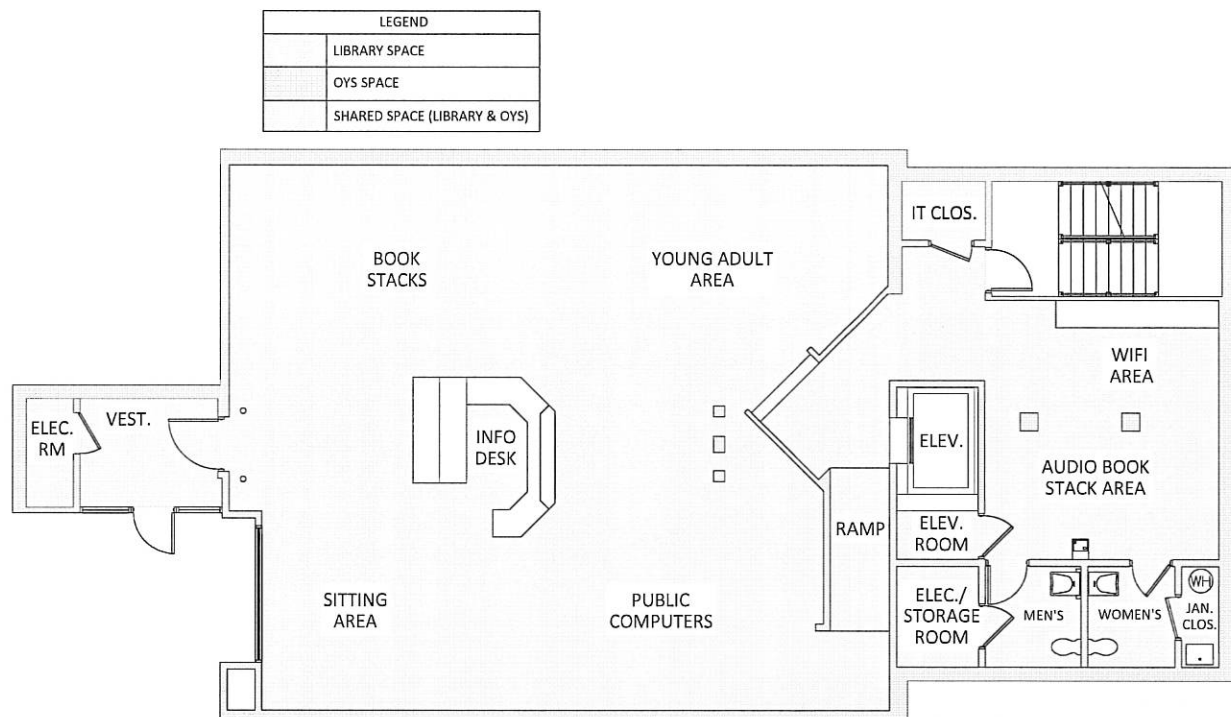
By \_\_\_\_\_  
Jonathan Donovan, Director  
Director

Date \_\_\_\_\_

CITY OF MANCHESTER  
MANCHESTER CITY LIBRARY

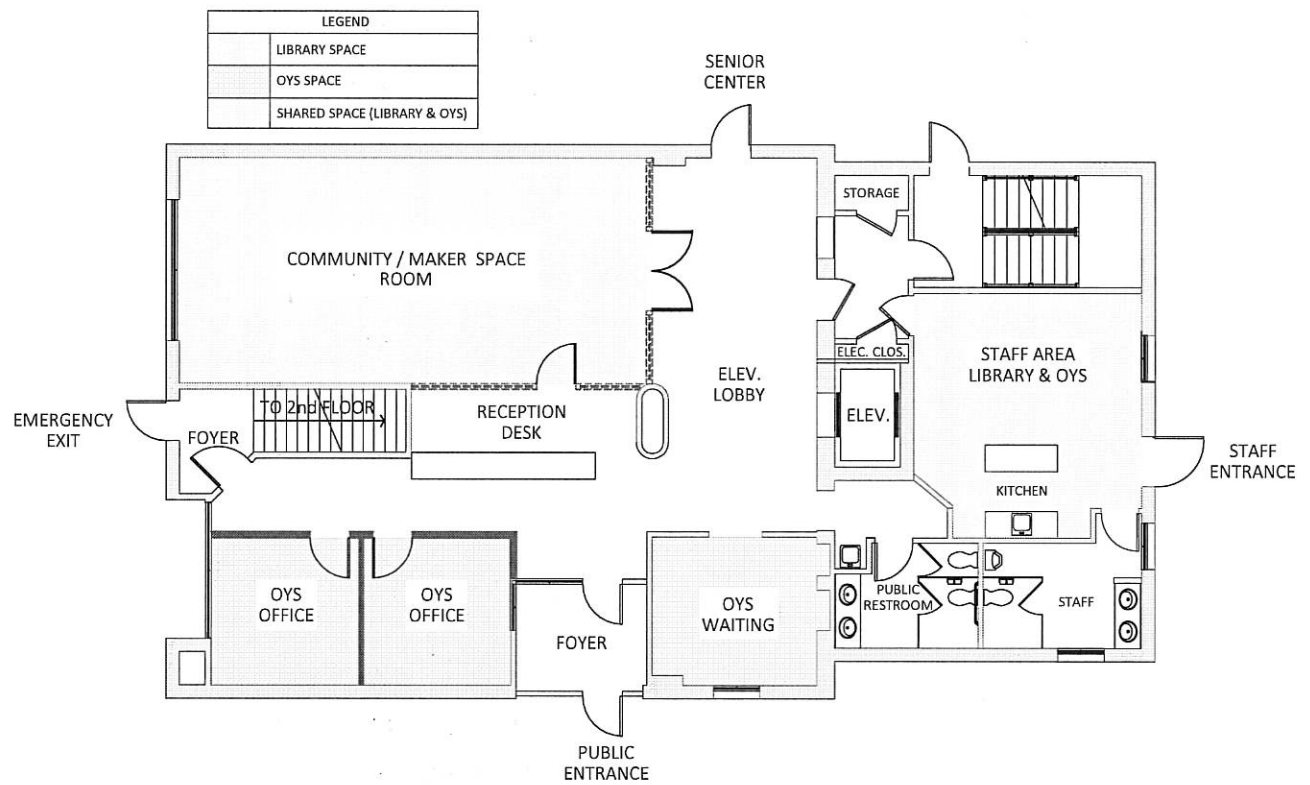
By \_\_\_\_\_  
Denise M. van Zantan,

Date \_\_\_\_\_



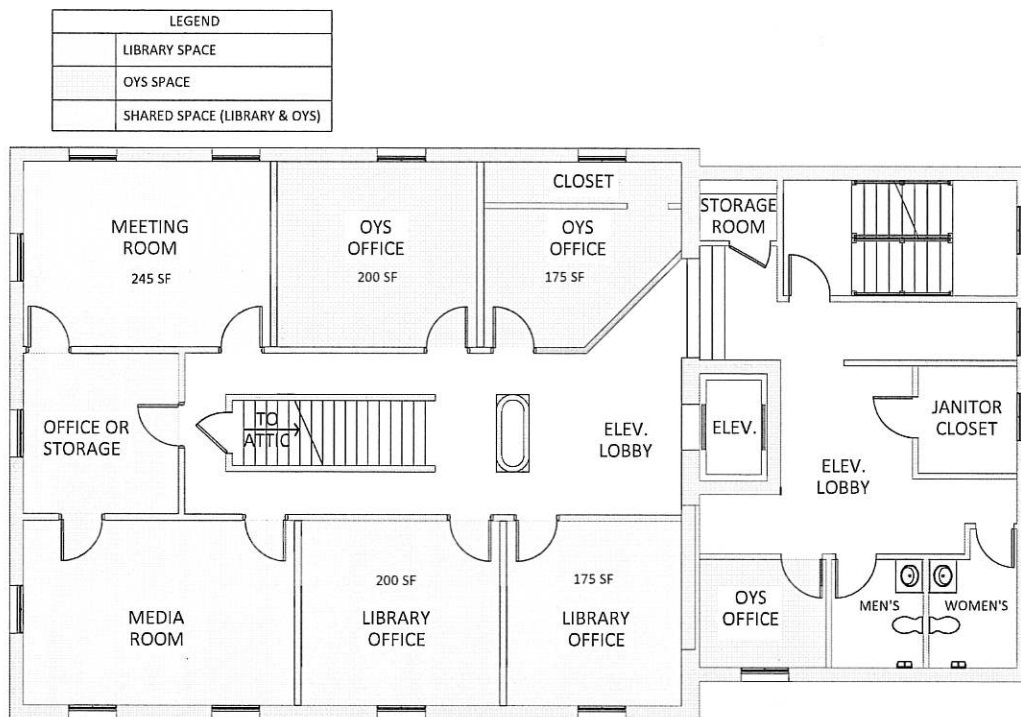
## GROUND FLOOR PLAN

SCALE: NOT TO SCALE



## FIRST FLOOR PLAN

SCALE: NOT TO SCALE



## SECOND FLOOR PLAN

SCALE: NOT TO SCALE

## Estimated Costs for OYS to share Branch Library Building

### **Phase I to be paid from operating budgets no additional funds needed.**

New City Standard locks (Schlage) 1 <sup>st</sup> floor for new OYS areas/keys	\$1,200
Renovation main floor to offices with doors	\$6,300
Network and Phone connections for OYS	\$6,000
Additional Electrical Outlets	\$2,500
Moving of Library materials/OYS furnishings	\$5,000
Contingency 10%	<u>\$1,000</u>
<b>Total building prep for OYS to move into Branch</b>	<b>\$22,000 (\$0 needed)</b>

### **Phase II (can be done after OYS in) put in under CIP FY22/grants**

Glass walls and doors Makerspace/Mtg area shared	\$30,000
1 <sup>st</sup> floor Public Bathroom modification - make unisex	\$ 5,000
Convert/Update rest of door locks to City standard	<u>\$12,000</u>
<b>Total</b>	<b>\$47,000 (\$0 needed now)</b>

### **Wish List (suggested during planning process)**

2 <sup>nd</sup> Floor Lighting	\$7,000
Remove Carpeting, Refinish Wood Floors (2 <sup>nd</sup> Floor)	<u>\$10,000</u>
<b>Total Wish List</b>	<b>\$17,000 (\$0 needed now)</b>

Hunter Morris  
Wire to Wire Technologies  
66A Ashland Street, Manchester, NH 03104  
603-809-6919 [Hmorris@wiretowiretechnologies.com](mailto:Hmorris@wiretowiretechnologies.com)

January 11, 2021

Brenda Masewic Adams  
Manchester Tax Collector's Office  
One City Hall Plaza – West Wing, Manchester, NH 03101  
603-624-6575

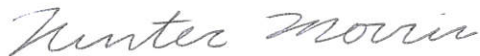
To Whom It May Concern:

My name is Hunter Morris and I am the owner of Wire to Wire Technologies, an IT company based here in Manchester, NH. I have been on the search for a property to move my growing business into and I came across 521 Maple street last year when it was listed on the market. I am writing to you at this time to express my interest in this property.

I currently live and run my business out of Manchester which makes this property location convenient. I intend to bring the property up to code and perform renovations to utilize it as a commercial space for my business. If zoning permits, I plan to explore converting this property to mix use so I can use it as my primary residence as well. The end goal would be one commercial and one residential unit. My business provides remote and onsite services so our customers would not have an impact on traffic or parking in the area.

I am a qualified buyer and have already been pre-approved by a lender. Letter available upon request. Thank you for taking the time to review this letter. If purchasing this property is possible, I look forward to hearing back on the next steps.

Sincerely,



Hunter Morris



## CITY OF MANCHESTER Board of Assessors

One City Hall Plaza, West Wing  
Manchester, New Hampshire 03101  
Tel: (603) 624-6520 – Fax: (603) 628-6288  
Email: [assessors@ci.manchester.nh.us](mailto:assessors@ci.manchester.nh.us)  
Web: [www.ManchesterNH.Gov](http://www.ManchesterNH.Gov)



Robert J. Gagne, Chairman  
Michael W. Hurley

Lisa Turner  
Assistant to Assessors

To: Chairman Barbara Shaw, Committee on Lands & Buildings  
From: Board of Assessors  
Date: February 9, 2021  
Re: Map 410, Lot 35 / 521 Maple St / City Owned Office Building  
Request to Value Property

The Assessors have completed an analysis of the estimated market value of the above-referenced property. The following is a summary of important facts and the value estimate:

Property Location	521 Maple St
Assessors Map/Lot	Map 410, Lot 35
Property Owner	City of Manchester
Deed Book/Page	Bk - Pg Unknown / Undetermined
Date Acquired	Unknown / Not a Tax deeded parcel
Improved/Vacant	Improved / Small Office Building (3,755 square feet)
Total Land Area	10,248 square feet
Current Zoning	B-1 / Neighborhood Business
Overlay District	N/A
Easements	None known
Estimated Value	To be disclosed in non-public session (RSA 91-A:3 II(d))
Comments	Woodframe structure believed to have originally been constructed in 1890 and currently containing approximately 3,775 square feet of gross useable office area. Used most recently by the City School District. Building would need sprinkler system installed for continued use by the District, which has abandoned the use, reportedly due to high cost of retrofitting building to current safety standards. Currently vacant. Subject site is serviced by all public utilities. Recommend discussion of value in non-public session (RSA 91-A:3 II(d)).

Respectfully,

Robert J. Gagne  
Chairman



**Vision ID: 12095**

**MAP ID:0410/ / 0035/ /**

**Bldg Name:**

**State Use:9200**

**Account #12404968**

**Bldg #:** 1 of 1

**Sec #:** 1 of 1 **Card** 1 of 1

Print Date:10/07/2019 09:39

CURRENT OWNER				TOPO.		UTILITIES		STRT./ROAD		LOCATION		CURRENT ASSESSMENT							
CITY OF MANCHESTER  % CITY CLERK ONE CITY HALL PLAZA MANCHESTER, NH 03101 Additional Owners:   <																			

Property Location: 521 MAPLE ST

MAP ID:0410/ / 0035/ /

Bldg Name:

State Use:9200

Vision ID: 12095

Account #12404968

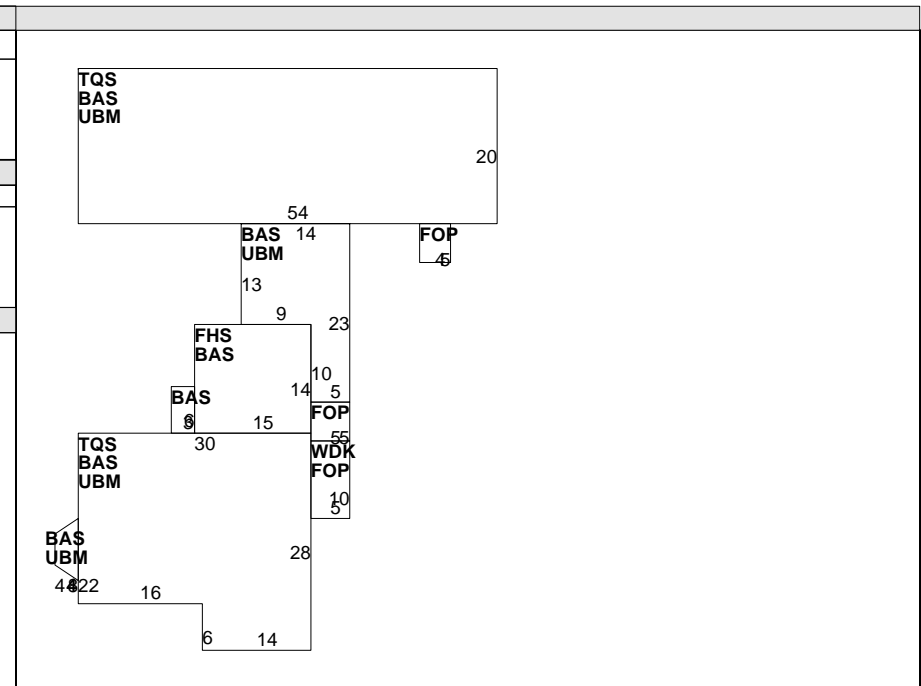
Bldg #: 1 of 1

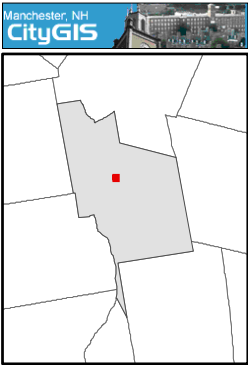
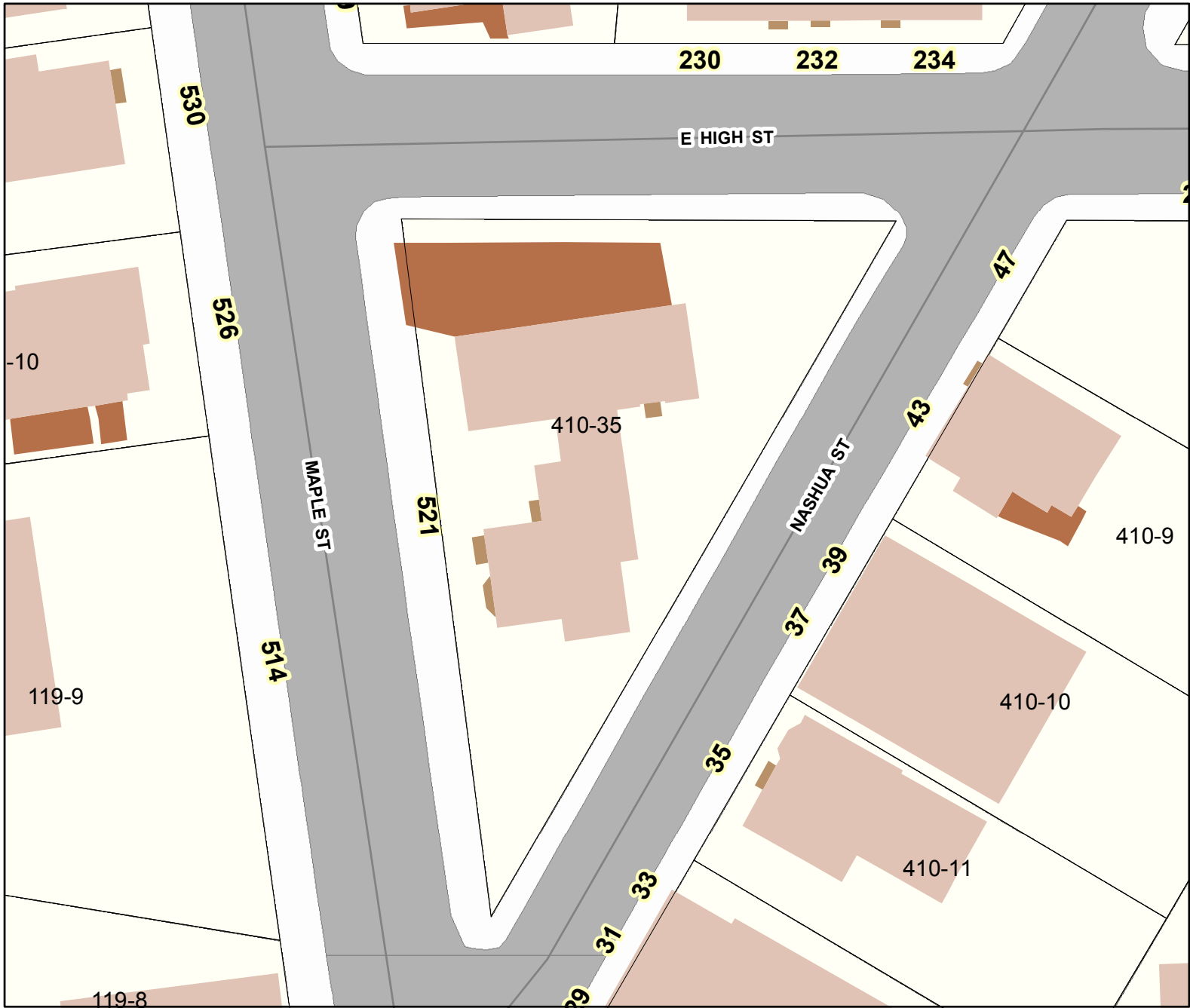
Sec #: 1 of 1

Card 1 of 1

Print Date:10/07/2019 09:39

CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)								
Element	Cd.	Ch.	Description	Element	Cd.	Ch.	Description					
Style	18		Office Bldg									
Model	94		Commercial									
Grade	04		Average +05									
Stories	1.75											
Occupancy	1			MIXED USE								
Exterior Wall 1	25		Vinyl Siding	Code	Description		Percentage					
Exterior Wall 2				9200	NON PROFIT MDL-94		100					
Roof Structure	03		Gable/Hip									
Roof Cover	03		Asph/F Gls/Cmp									
Interior Wall 1	03		Plastered	COST/MARKET VALUATION								
Interior Wall 2				Adj. Base Rate:		78.67						
Interior Floor 1	14		Carpet									
Interior Floor 2	05		Vinyl/Asphalt									
Heating Fuel	02		Oil	Replace Cost		340,099						
Heating Type	05		Hot Water	AYB		1890						
AC Type	01		None	EYB		1980						
				Dep Code		AV						
Bldg Use	9200		NON PROFIT MDL-94	Remodel Rating								
Total Rooms				Year Remodeled								
Total Bedrms	00			Dep %		36						
Total Baths	0			Functional ObsInc		0						
				External ObsInc		0						
				Cost Trend Factor		1						
				Condition								
Heat/AC	00		NONE	% Complete								
Frame Type	02		WOOD FRAME	Overall % Cond		64						
Baths/Plumbing	02		AVERAGE	Apprais Val		217,700						
Ceiling/Wall	06		CEIL & WALLS	Dep % Ovr		0						
Rooms/Prtns	02		AVERAGE	Dep Ovr Comment								
Wall Height	8			Misc Imp Ovr		0						
% Conn Wall				Misc Imp Ovr Comment								
				Cost to Cure Ovr		0						
				Cost to Cure Ovr Comment								
OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)												
Code	Description	Sub	Sub Descript	L/B	Units	Unit Price	Yr	Gde	Dp Rt	Cnd	%Cnd	Apr Value
PAV1	PAVING-ASPH			L	1,200	2.30	2016		0		50	1,400
BUILDING SUB-AREA SUMMARY SECTION												
Code	Description			Living Area		Gross Area	Eff. Area		Unit Cost		Undeprec. Value	
BAS	First Floor			2,302		2,302	2,302				181,103	
FHS	Half Story, Finished			105		210	105				8,261	
FOP	Porch, Open			0		95	24				1,888	
TQS	Three Quarter Story			1,368		1,824	1,368				107,623	
UBM	Basement, Unfinished			0		2,074	519				40,831	
WDK	Deck, Wood			0		50	5				393	
Ttl. Gross Liv/Lease Area:				3.775		6.555	4.323				340,099	



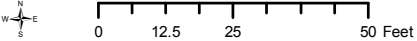


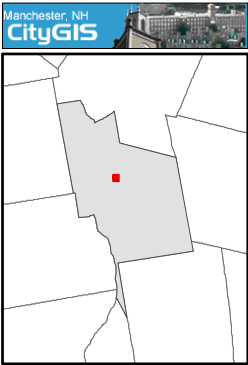
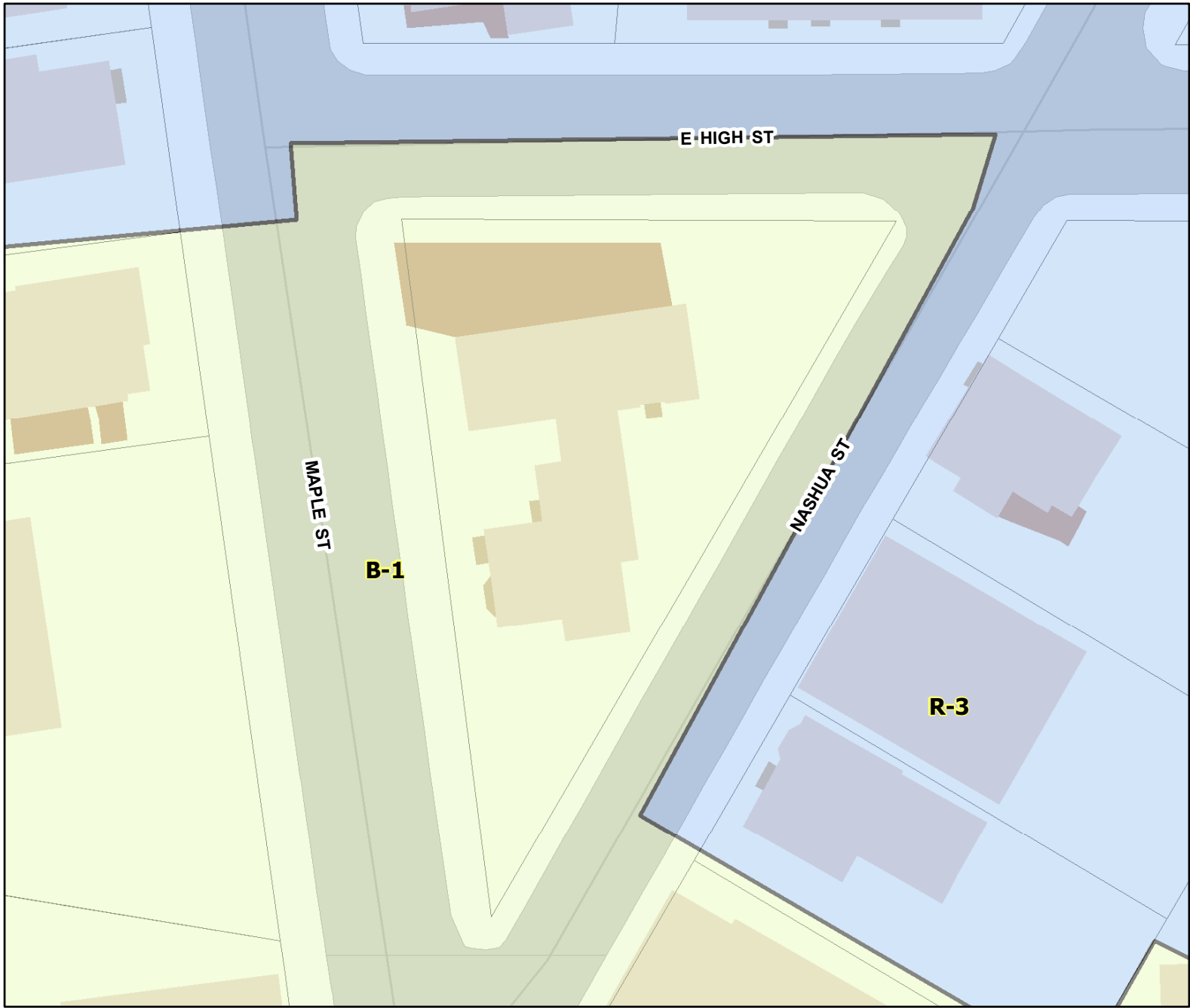
Area Map Showing Extent Of Map At Left



**DISCLAIMER**

The information appearing on this map is for the convenience of the user and is not an official public record of the City of Manchester, NH (the "City"). This map is not survey-quality. All boundaries, easements, areas, measurements, rights-of-way, etc. appearing on this map should only be considered approximations, and as such have no official or legal value. The City makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this information for any particular use. The City assumes no liability whatsoever associated with the use or misuse of this information. The official public records from which this information was compiled are kept in the offices of various City, County, and State government agencies and departments, and are available for inspection and copying during normal business hours. By using this map, you agree to these terms and conditions.

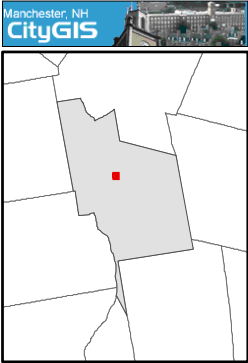




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Area Map Showing Extent Of Map At Left



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# CITY OF MANCHESTER

## PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP  
Director

Planning & Land Use Management  
Building Regulations  
Code Enforcement Division  
Community Improvement Program  
Zoning Board of Adjustment

Pamela H. Goucher, AICP  
Deputy Director Planning & Zoning

Michael J. Landry, PE, Esq.  
Deputy Director Building Regulations

February 9, 2021

Alderman Barbara Shaw, Chairman  
Committee on Lands and Buildings  
Board of Mayor and Aldermen  
One City Hall Plaza  
Manchester, New Hampshire 03101

**Re: Request to Purchase 521 Maple Street, Tax Map 410 Lot 35**

Dear Chairwoman Shaw and Honorable Committee Members:

The City has received a request to purchase the City-owned real estate referenced above. The purpose of this letter is to provide a response from the Planning and Community Development Department (PCD), pursuant to Sections 34.15 – 25 of the Manchester Code of Ordinances.

As shown on the map included with this letter, the property is a triangular-shaped parcel located at the intersection of Maple Street, Nashua Street, and East High Street. It is occupied by a two-story, 6,500-square-foot building, which was most recently used by the School District. Before that, the City leased it to the Latin American Center, Inc. for decades. The School District left the building more than a year ago, as it did not have a sprinkler system. It has been unoccupied since.

Due to the lack of use that the City has for the building and the expense of installing a sprinkler system, PCD recommends that it would be in the City's best interest to determine the property "surplus," pursuant to Sections 34.21–22 of the Code, and sell it. Please note that the Code requires City-owned lots to be sold publicly, unless another manner of sale would be in the best interest of the City or required by justice.

The request letter submitted by Mr. Morris states that he would like to use the property for both his information-technology business and his residence. There may be a variance and a conditional-use permit needed from the City to accommodate the proposed uses and parking demands, which could be made contingencies of the sale.

A member of PCD staff will be available at your next meeting, should you have any questions.

Sincerely,

Jeffrey Belanger, AICP  
Senior Planner  
Manchester Planning and Community Development Department

Cc: Robert Gagne, Chairman, Board of Assessors  
Brenda Masewic Adams, Tax Collector  
Kevin Sheppard, P.E., Director of Public Works  
File

**521 Maple Street**

**East High Street**

**Maple Street**

**Nashua Street**

0 12.5 25 50  
Feet



Produced by the Manchester Planning and Community Development Department  
for a report submitted to the Committee on Lands and Buildings



*Brenda Masewic Adams, CTC*  
*Tax Collector*



*Laura Mills*  
*Deputy Tax Collector*

***CITY OF MANCHESTER***  
***TAX COLLECTOR***

**DATE:** January 25, 2021

**TO:** Committee on Lands & Buildings

**FROM:** Brenda Masewic Adams, Tax Collector

**RE:** Map 0006, Lot 0003A; 2 Bethel Ct

Prior Owner: Karen K. Gould

Deed Bk/Pg: 6372/1970

Deed Recording: 03/16/2001

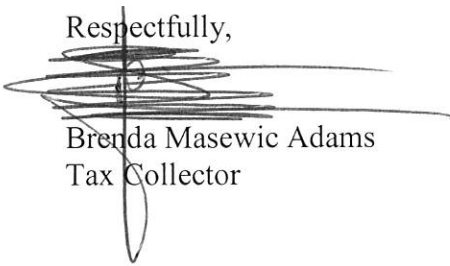
Back Taxes: \$0.00

On November 10, 2020 the Board of Mayor and Aldermen approved the disposition of 2 Bethel Ct, Map 0006 Lot 0003A and authorized the Tax Collector to negotiate the sale with Robert Duperron. Mr. Duperron is the owner of 170 Amherst St which abuts 2 Bethel Ct.

A purchase and sales agreement was submitted and reviewed at the last Committee meeting held on January 19, 2021 and tabled, pending the resubmittal of a revised P&S by Mr. Duperron removing stipulation item #17 (a) from the sales agreement.

Mr. Duperron has since withdrawn his offer to purchase the property. The deposit of \$10,000 has been refunded.

Respectfully,

  
Brenda Masewic Adams  
Tax Collector

*Brenda Masewic Adams, CTC  
Tax Collector*



*Laura Mills  
Deputy Tax Collector*

## ***CITY OF MANCHESTER TAX COLLECTOR***

**DATE:** December 29, 2020  
**TO:** Committee on Lands & Buildings  
**FROM:** Brenda Masewic Adams, Tax Collector  
**RE:** Map 0006, Lot 0003A; 2 Bethel Ct  
Prior Owner: Karen K. Gould  
Deed Bk/Pg: 6372/1970  
Deed Recording: 03/16/2001  
Back Taxes: \$0.00

On November 10, 2020 the Board of Mayor and Aldermen approved the disposition of 2 Bethel Ct, Map 0006 Lot 0003A and authorized the Tax Collector to negotiate the sale with Robert Duperron. Mr. Duperron is the owner of 170 Amherst St which abuts 2 Bethel Ct.


Attached is the purchase and sales agreement which has a purchase price cash offer of \$200,000. A deposit of \$10,000 was made and is held on account. Closing is tentatively scheduled for January 27, 2021, pending the sale approval by the Board of Mayor and Aldermen.

**Please review item number 17 of the purchase and sales agreement.** Our Solicitors Office may need to add an addendum to the sales agreement to remove those terms from the sale.

I would like to request that the Board authorize Mayor Joyce Craig to sign the purchase and sales agreement with an addendum and the Solicitor's Office to conduct the sale.

The Notice to Former Owner to Repurchase (RSA 80:89) and Distribution of Proceeds (RSA 80:88) does not apply since this is not tax deeded property.

Respectfully,

  
Brenda Masewic Adams  
Tax Collector

## **PURCHASE AND SALES AGREEMENT**

AGREEMENT made this \_\_\_\_ day of December 2020, by and between the **CITY OF MANCHESTER**, a municipal corporation, of 1 City Hall Plaza, Manchester, NH, 03101 hereinafter referred to as SELLER, and **G. Robert Duperron** with mailing address of P.O. Box 5653, Manchester, NH 03108, and his nominee or assigns, hereinafter referred to as BUYER.

The "**EFFECTIVE DATE**" will be that date when all parties have been emailed a copy of this agreement signed and dated by all parties.

In consideration of the mutual promises contained in this Agreement, Buyer and Seller hereby agree as follows:

1. **PREMISES.** Seller agrees to convey, and Buyer agrees to purchase improved parcel of land located at **2 Bethel Court**, Manchester, Hillsborough County, New Hampshire 03103; being the same as described in deed to Seller dated March 16, 2001 and recorded in Hillsborough County Registry of Deeds at Book 6372, Page 1970; being shown as City of Manchester Tax Map 6, Lot 3A (the "Premises").
2. **PURCHASE PRICE.** Subject to the terms and conditions of this Agreement, Buyer shall pay to Seller the sum of TWO HUNDRED THOUSAND DOLLARS (\$200,000.00) (the "Purchase Price"), being the appraised value as shown on appraisal attached hereto as EXHIBIT A.
3. **DEPOSIT.** To bind this agreement, Buyer shall pay a deposit of \$10,000.00 to Seller on or before two (2) business days after the Effective Date, failure of which will cause this agreement to automatically terminate and any deposit received shall be returned to Buyer. Deposit, together with any interest earned thereon, shall be applied toward Sales Price at closing if Buyer purchases the Premises; otherwise Deposit shall be disbursed pursuant to Paragraph 5, below.
4. **DEED.** Seller shall convey the Premises to Buyer by Quit Claim Deed with clear and marketable title, subject to all easements recorded in said registry at Book 525, Page 556, and Book 592, Page 285.
5. **CLOSING.** Seller shall convey the Premises to Buyer at a closing which will take place at an agreed upon location on or before January 27, 2021. *IF BUYER FAILS TO CLOSE THROUGH NO FAULT OF SELLER, SELLER SHALL RETAIN THE DEPOSIT AND THIS AGREEMENT SHALL BE TERMINATED.*

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Buyers' Initials: GRD

Sellers' Initials: \_\_\_\_\_

6. **POSSESSION.** Seller shall deliver possession of the Premises to Buyer as of the date of closing in AS IS condition, subject to all tenants in possession, if any at all.

7. **TITLE.** Buyer may, at its sole cost and expense, cause the title to the Premises to be examined. If upon examination of title, Buyer, or its representative finds that the title to the Premises is not good and marketable then the Buyer may, at its option, rescind this Agreement by written notice to Seller by on or before fifteen (15) days after the Effective Date, in which event the Deposit will be returned to Buyer and neither party hereto will have any further rights or duties hereunder, or Buyer may, at its option, proceed with the purchase by taking such title as Seller can convey without any diminution in the Purchase Price. If Buyer does not so rescind and does not also give notice to Seller of dissatisfaction in title by that date, this contingency is waived.

8. **PRORATIONS.** Any prepaid rents for the month of closing and any outstanding real estate taxes, water, sewer, or municipal assessments outstanding at the time of closing will be prorated at time of Closing.

9. **SELLER'S DISCLOSURE RELATIVE TO RADON GAS, LEAD PAINT and ARSENIC** (Pursuant to N.H. R.S.A. 477:4-a):

(a) **Radon Gas:** Radon Gas, the product of decay of radioactive materials in rock may be found in some areas of New Hampshire. This gas may pass into a structure through the ground or through water from a deep well. Testing can establish its presence and equipment is available to remove it from the air or water.

(b) **Lead Paint:** Before 1977, paint containing lead may have been used in structures. The presence of flaking lead paint can present a serious health hazard, especially to young children and pregnant women. Tests are available to determine whether lead is present.

(c) **Arsenic:** Arsenic is a common groundwater contaminant in New Hampshire that occurs at unhealthy levels in well water in many areas of the state. Tests are available to determine whether arsenic is present at unsafe levels, and equipment is available to remove it from water. The buyer is encouraged to consult the New Hampshire department of environmental services private well testing recommendations ([www.des.nh.gov](http://www.des.nh.gov)) to ensure a safe water supply if the subject property is served by a private well.

10. **BROKER/AGENCY.** The parties agree that there is no real estate broker or agent involved in this transaction and if any claim on behalf of any other broker or agent is made or upheld, then the party against or through whom such claim is made, shall defend, indemnify, and hold the other harmless against any damages, costs without limitation, or reasonable attorney's fees.

11. **INSURANCE/OTHER HAZARDS.** Seller shall keep the property insurance ( by policy or self-insured) through day after closing in amounts and terms as it is now insured, if at all.
12. **GOVERNING LAW.** The interpretation of this Agreement and the rights and obligations of the Buyer and Seller hereunder will be governed by the laws of the State of New Hampshire.
13. **SUCCESSION.** The provisions and agreement herein contained shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors, legal representatives, and assigns.
14. **INTEGRATION.** All of the representations, statements and agreement heretofore made between the parties are merged into this Agreement which alone fully and completely expresses their respective obligations, and this Agreement is entered into by each party after opportunity for investigation, neither party relying on any statements or representations not embodied in this Agreement made by the other or on his behalf.
15. **INSPECTION:** This is an "as is, where is sale" and Buyer waives all right to rescind this agreement based on dissatisfaction with any inspection or condition of the Premises, and Buyer shall purchase this property subject to any and all defects (except for title) known and unknown.
16. **FINANCING.** There is no financing contingency. This is a "cash" purchase.
17. **SPECIAL TERMS**
- (a) "Post-closing Deadline" shall mean that day which is 395 days after the closing date, exclusive of day of closing.
  - (b) "Work" shall mean pulling building permits, conducting fit-up, rehab and repair of the improvements on and at the Premises, including the building, walkway, and driveway in order to complete work necessary to obtain Certificate of Occupancy for the Premises as a 3-family residential building.
  - (c) Buyer shall have the right until the end of day on the Post-closing Deadline to complete the Work without being required to obtain any variance, waiver, site plan approval, or other departmental relief from the City of Manchester.
  - (d) The City of Manchester is estopped from requiring variance relief, planning waivers or site plan approvals be first obtained before the Work can be done or building permits or Certificates of Occupancy issued.

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Buyers' Initials: GRD

Sellers' Initials: \_\_\_\_\_

(e) Any work after the Post-closing Deadline, will be subject to normal protocols, variances, approvals and permits to address any zoning deficiencies, planning waivers, or site plan approvals which arise from proposed changes to the Premises which were not addressed as "Work".

(f) The rights and conditions of subsection (a), (b), (c), (d) and (e) shall survive closing.

**18. SELLER DELIVERABLES:**

WITHIN FIVE (5) DAYS OF EFFECTIVE DATE:

- (a) Copies of all current (and expired if Tenants are still occupying) leases and rental agreements;
- (b) Rent Roll, showing begin and end dates of rental, current rent, arrearage, security deposit, undisbursed income interest earned on security deposit;
- (c) Status of any landlord tenant litigation or eviction going on and whether tenant gave to Landlord a CDC Tenant Declaration.

AT CLOSING:

- (a) Deed;
- (b) Assignment of Leases
- (c) Transfer of Security Deposit Statements and transfer of security deposits
- (d) Proration of Rents

**19. MISCELLANEOUS**

Survival. All representations, warranties and agreements of Seller and Buyer contained in or referenced by this Agreement shall not remain operative or in full force and, shall not survive the Closing, but shall merge upon passing of the Deed, with the exception of warranty of title, and terms and conditions relating to the Deposit.

Modification. This Agreement cannot be changed, amended, or modified in any way except by an instrument in writing, executed by the party or parties to be charge with the change, amendment, or modification.



Notices and Requests. Any notice, request, instruction, or other document given or required to be given hereunder shall be in writing and shall be deemed given when hand-delivered or deposited in the mail by registered or certified mail, postage prepaid, to the parties at their addresses set forth above or at such other address or addresses as the parties shall by like manner notify each other from time to time.

Binding Effect. This Agreement shall be binding upon and for the benefit of the parties hereto and their respective legal representatives, successors, and assigns.

Severability. If any term or provision of this Agreement, or the application thereof to any person or circumstance, shall to any extent, be held invalid or unenforceable by any court of competent jurisdiction, then the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of New Hampshire.

Litigation Expense. In the event either party hereto commences litigation against the other to enforce its rights hereunder, the prevailing party in such litigation shall be entitled to recover from the other its reasonable attorney's fees and expenses incidental to such litigation.

Required Notices. The statutory notices and Seller's Disclosures annexed hereto are made a part hereof.

IN WITNESS WHEREOF, the parties execute this Agreement this \_\_\_\_ day of December, 2020.

**BUYER: G. ROBERT DUPERRON**

By: G Robert Duperron  
Name: G. Robert Duperron  
Date: December , 2020  
Phone: 603-512-6663  
Email: G-R-D@comcast.net

Jeanne Duperron  
Witness:

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Buyers' Initials: GRD

Sellers' Initials: \_\_\_\_

**SELLERS: CITY OF MANCHESTER**

By: \_\_\_\_\_

Name: Joyce Craig

Title: Mayor

Date: December \_\_, 2020

Phone:

Email:

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Witness:



## **SELLER DISCLOSURE**

**SELLER MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, AS TO THE CONDITION OF THE PREMISES OR IMPROVEMENTS THEREON, OTHER THAN:**

### **SECTION 1: WATER SUPPLY (RSA 477:4-C AND 4-D)**

It is served by municipal water which has been tested during Seller's period of ownership.

### **SEWAGE DISPOSAL SYSTEM (RSA 477: 4-c and 4-d)**

It is served by municipal water which has been tested during Seller's period of ownership

### **INSULATION (RSA 477: 4-d)**

Please describe, in detail, the types and locations of insulation in the property:

	Where Located	Type
Attic or Cap	_____	_____
Wall Cavities	_____	_____
Exterior walls	_____	_____
Crawl space	_____	_____
If property is insulated, was insulation installed during your ownership? _____		
If yes, when? _____		
Comments/Other _____		

### **LEAD BASEMENT PAINT** (Current or previously existing)

Is there now, or has there ever been, lead-based paint on this property? Yes\_\_\_\_ No\_\_\_\_  
Unknown\_\_\_\_\_

If yes: Source of information: \_\_\_\_\_

Are you aware of any cracking, peeling, or flaking lead-based paint? Yes\_\_\_\_ No\_\_\_\_

Comments: \_\_\_\_\_

---

## **HAZARDOUS MATERIALS**

### **UNDERGROUND STORAGE TANKS - Current or previously existing:**

Are there now, or have there ever been, any underground storage tanks on your property?

Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

If yes: Are tanks currently in use? Yes \_\_\_\_\_ No \_\_\_\_\_

If not: How long have tank(s) been out of service? \_\_\_\_\_

What materials are, or were, stored in the tanks: \_\_\_\_\_

Age of tanks: \_\_\_\_\_

Have you experienced any problems such as leakage? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes: describe \_\_\_\_\_

---

### **ASBESTOS - Current or previously existing**

\* as insulation on the heating system pipes or ducts? Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

\* In the siding? Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

\*in the roofing Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

\*in flooring tiles? Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

If yes: source of information: \_\_\_\_\_

Comments: \_\_\_\_\_

---

### **RADON / AIR - Current or previously existing:**

Has this property been tested? Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

If yes: Date: \_\_\_\_\_ By: \_\_\_\_\_

Results: \_\_\_\_\_

If applicable, what remedial steps were taken? \_\_\_\_\_

Has the property been tested since remedial steps? Yes \_\_\_\_\_ No \_\_\_\_\_

Are test results available? Yes \_\_\_\_\_ No \_\_\_\_\_

Comment \_\_\_\_\_

### **RADON / WATER - Current or previously existing**

Has the property been tested? Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

If yes: Date: \_\_\_\_\_

Results: \_\_\_\_\_

If applicable, what remedial steps were taken? \_\_\_\_\_

Has the property been tested since remedial steps? Yes \_\_\_\_\_ No \_\_\_\_\_

Are test results available? Yes \_\_\_\_\_ No \_\_\_\_\_

Comment \_\_\_\_\_



St. Mary's Bank

200 McGregor Street, Manchester, NH 03102  
1.888.786.2791

*Treasurer's Check*

54-14  
114

No. 0000540530

12/23/20

\$10,000.00

\*\*\* TEN THOUSAND DOLLARS AND 00 CENTS \*\*\*

PAY

EXACTLY  10,000 Dollars 00 Cents

TO THE  
ORDER  
OF

\*CITY OF MANCHESTER\*

\*

\*

\*RE: DEPOSIT ON 2 BETHEL COURT

VOID AFTER 6 MONTHS

AUTHORIZED SIGNATURE

⑈0000540530⑈ ⑆011400149⑆ 90348416⑈

Posteo

G Robert Duperron  
PO Box 5653  
Manchester, NH 03108  
(603)512-6663  
[G\\_R\\_D@comcast.net](mailto:G_R_D@comcast.net)

January 6, 2021

ATTN: Brenda  
City of Manchester  
Tax Collectors Office  
1 City Hall Plaza  
Manchester, NH 03101

To: Land and Buildings Committee

This letter is regarding a purchase and sales agreement I submitted for 2 Bethel Court on December 23, 2020. After the PS was submitted I received a phone call from Brenda from the tax collector's office. She stated that there may be an issue with section 17 cited SPECIAL TERMS and if I would consider removing that section.

I would like to clarify my intent with this section. This property has been abandoned and uninhabited for at least two years. Because of this period of time the city could require variances to restore the property back to a three family which it had been for thirty years or more. I believe the property would not be in compliance for parking and possibly other reasons. Another issue is if the property has to meet all regulation for new construction the electrical would not have sufficient outlets in all the rooms to meet newer codes. Fire codes are also more stringent for new construction versus existing properties.

I am willing to obtain any city permits that are necessary to restore and rehabilitate the property but I want the property treated as an existing three family. It would not be in my best interest to purchase this property and be unable to restore the property to its previous state.

Yours Truly,

G Robert Duperron